

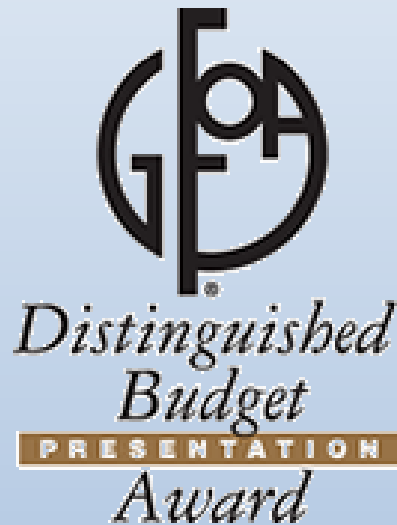


Proposed FY 2018  
Fiscal Plan & Capital Improvement  
Program FY 2018-2022

Robert W. Lohr, Jr., Town Manager

March 22, 2017

# Accomplishments Leading into FY 2018 Budget



- ✓ Ended FY 15/16 with an operating surplus in all funds
- ✓ Continued strong recovery of our Utility Funds with new projects coming on board
- ✓ Maintained AA/AAA Credit Rating from the major credit rating agencies
- ✓ Completed updated review by Fitch who issued an upgraded outlook to “Positive”
- ✓ Received Unqualified Audit Opinion for FY16

- ✓ Successfully maintained State Accreditation for Police Department
- ✓ Received ICMA Performance Management Award
- ✓ Received VML Go Green Challenge Gold Award
- ✓ Launched new social media and community outreach platforms including a new website, updated newsletter, OpenGov, Polco and Facebook
- ✓ Received numerous operational awards in our Utility Departments

# Focus on Town Council's **Strategic Initiatives, Vision, Mission and Core Values**

- 1) Promote Community & Economic Well-Being**
- 2) Practice Good Governance**
- 3) Strengthen Community Partnerships**
- 4) Fund the Future**





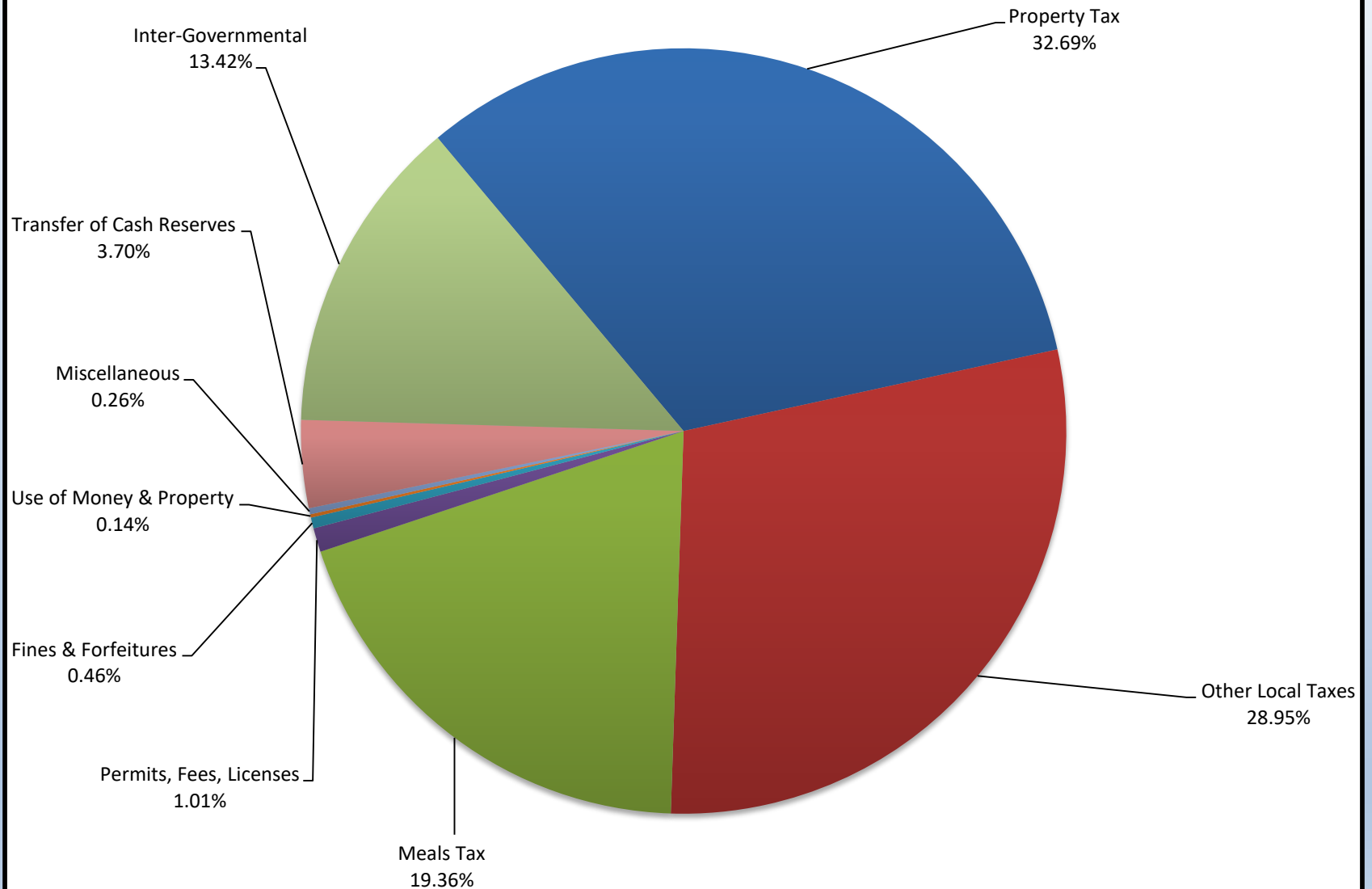
# GENERAL FUND

# GENERAL FUND

## Highlights

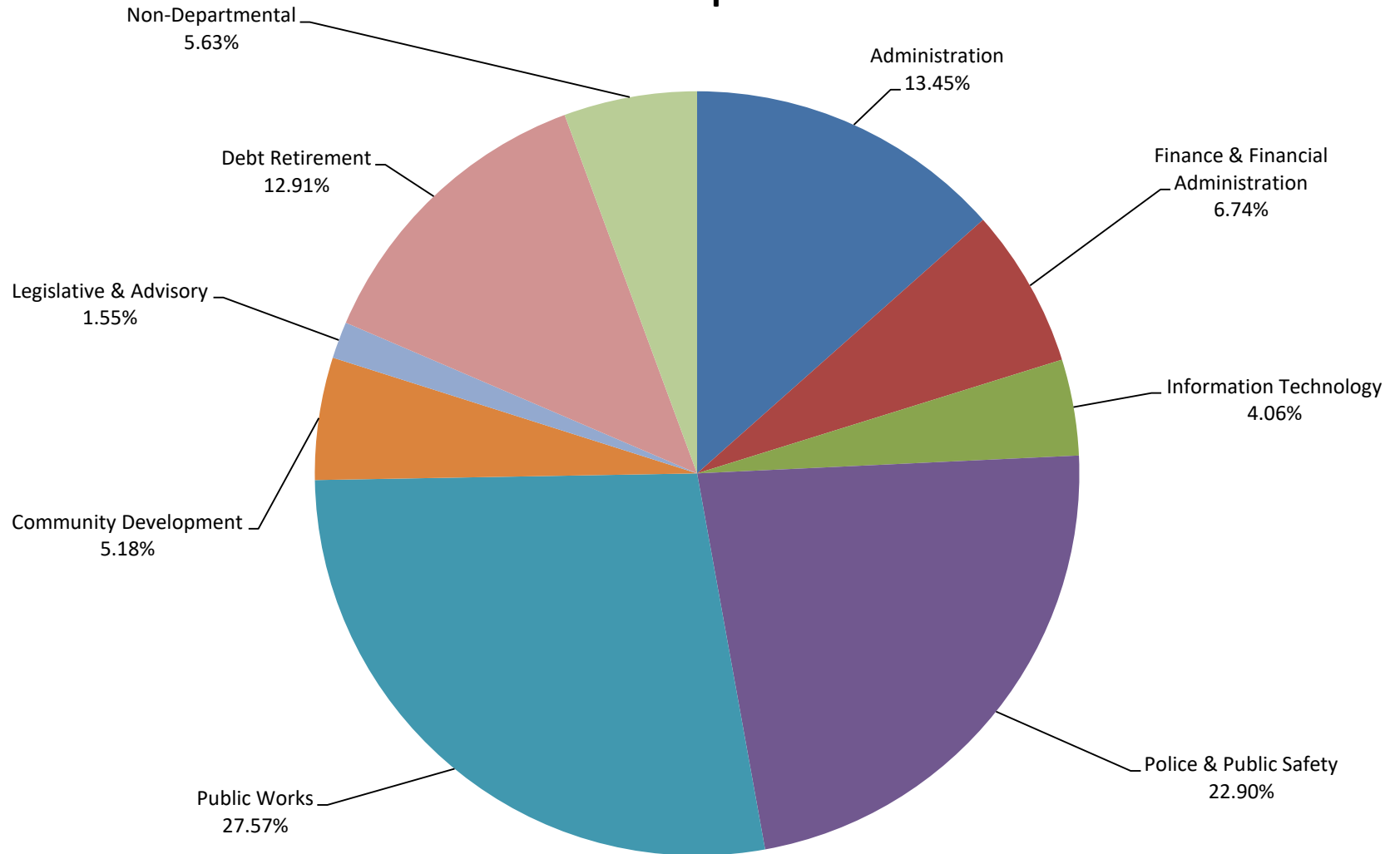
- General Fund budget increased by \$97,388 over the adopted FY 2017 budget
- Real Estate Tax rate remains \$0.22/\$100 assessed value
- No fee or tax increase is proposed in the General Fund
- Business License Tax revenues projected to grow by 11.8% over FY 2017 budget amount
- Sales Tax revenues projected to grow by 7.5% over FY 2017 budget amount
- Meals Tax revenues projected to grow by 4.0% over FY 2017 budget amount
- FY 2018 is last year Town of Purcellville will receive Loudoun County gas tax revenues (\$143,733).
- Transfer of \$251,000 cash reserves to fund Capital Improvement Program (CIP) projects
- Charge Back of \$1.2 million collected from the Utility Funds for personnel cost directly attributable to Utility Fund activities conducted by General Fund employees
- 3 new positions proposed (+ 2.6 FTE) – P/T Human Resource Specialist; Patrol Officer; PW Maintenance Worker
- 3.0% Indexed Pay Increase with bonuses for role model employees
- Virginia Retirement System (VRS) rate for FY 2018 remained the same
- The Local Choice Health Insurance Program rates for FY18 increased by 14%
- Capital Improvement Program (CIP) includes 8 projects with FY 2018 budget of \$3.88 million
- Projected contingency/surplus of \$60,000 for unexpected needs, emergency costs, or Council-directed priorities
- Balanced budget projected and maintains current service levels in FY 2018

## General Fund Revenues





## General Fund Expenditures



# PARKS & REC FUND

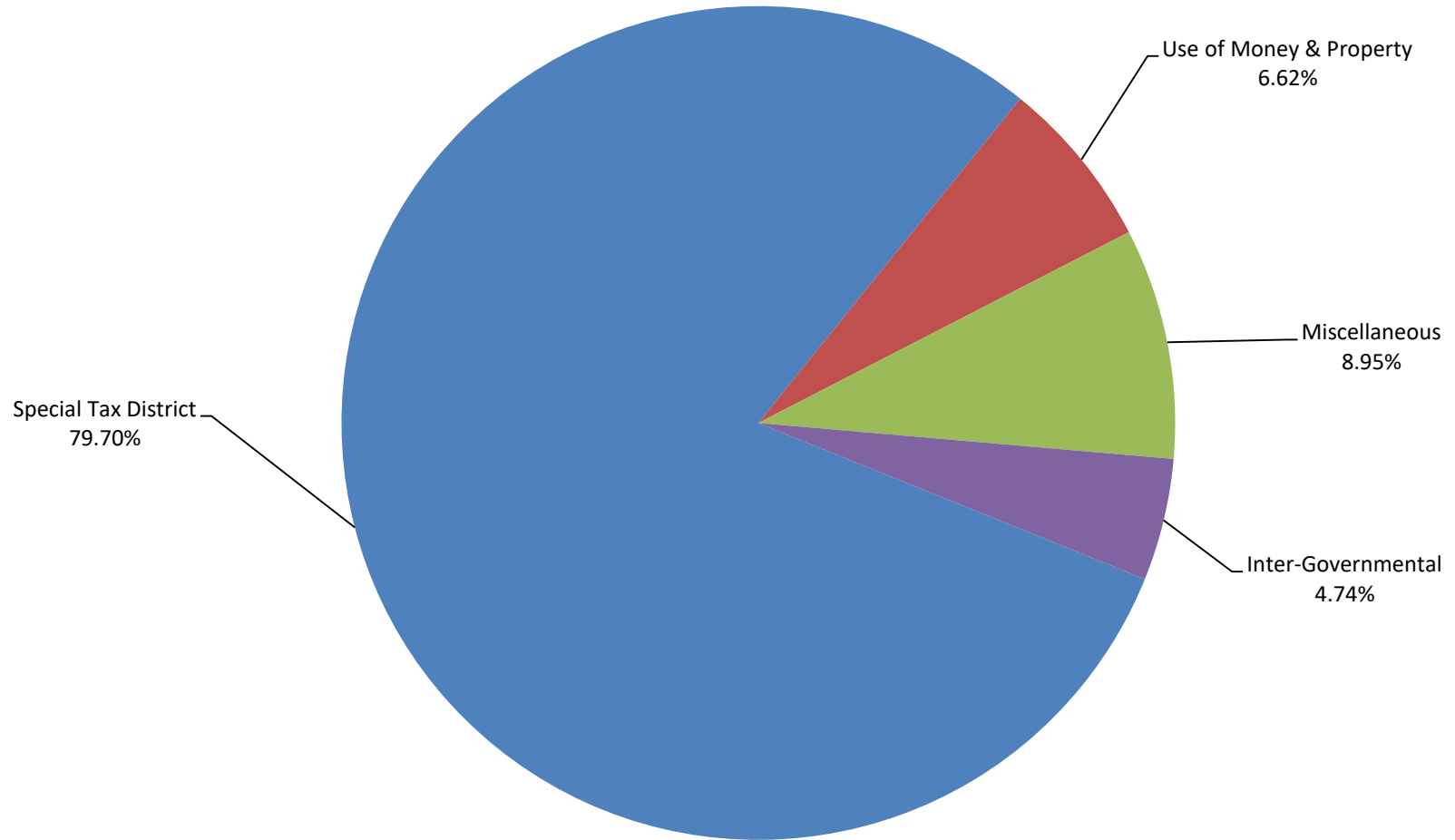


# PARKS & RECREATION FUND

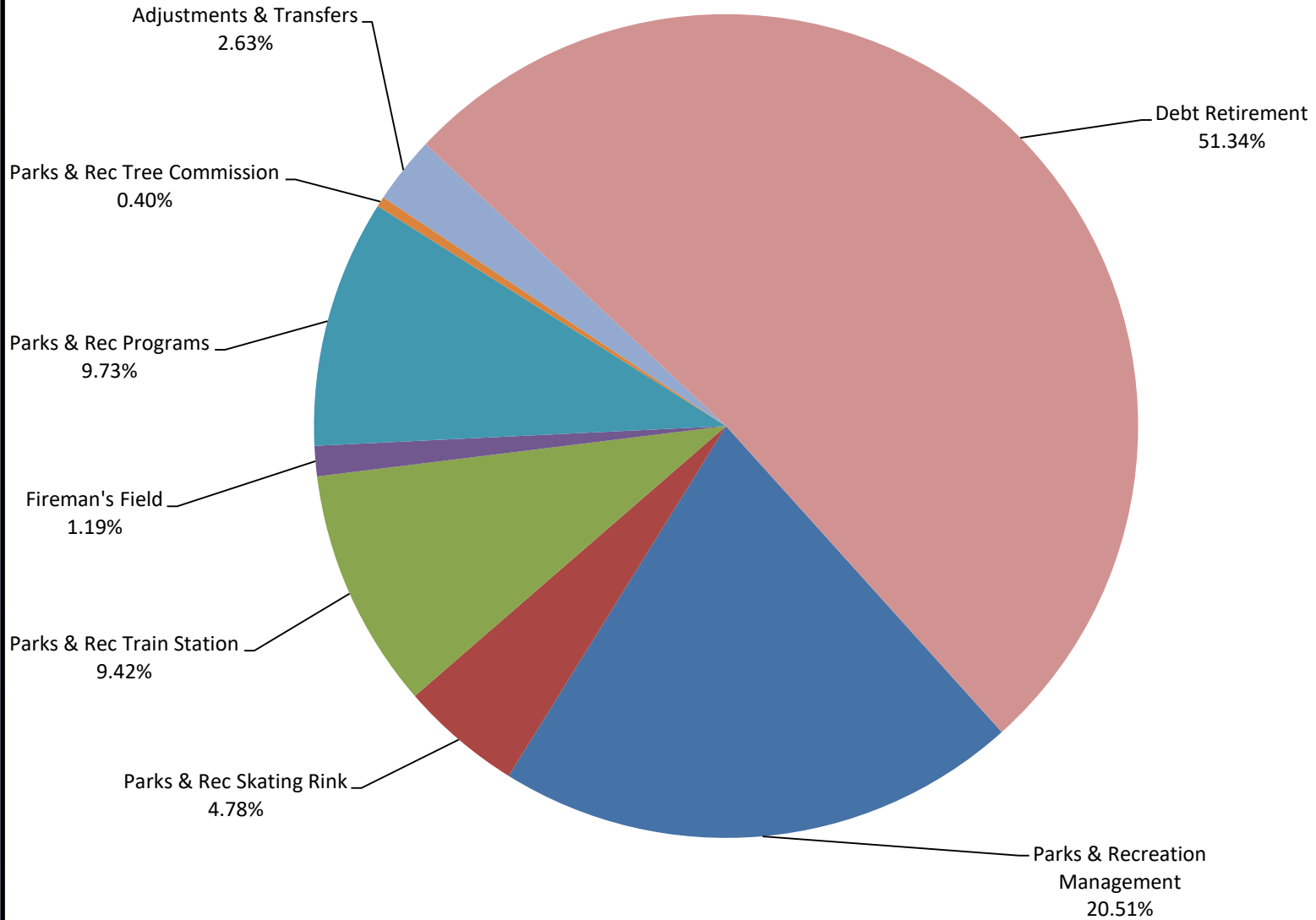
## Highlights

- Parks & Recreation Fund budget increased by \$5,823 over adopted FY 2017 Budget
- Fireman's Field Tax District rate remains \$0.035/\$100 Assessed Value
- No new Capital Improvement Program (CIP) projects are proposed
- Projected contingency/surplus of \$14,373 for unexpected needs, emergency costs, or Council-directed priorities
- Balanced budget projected in FY 2018

## Parks & Recreation Fund Revenues



## Parks & Recreation Fund Expenditures







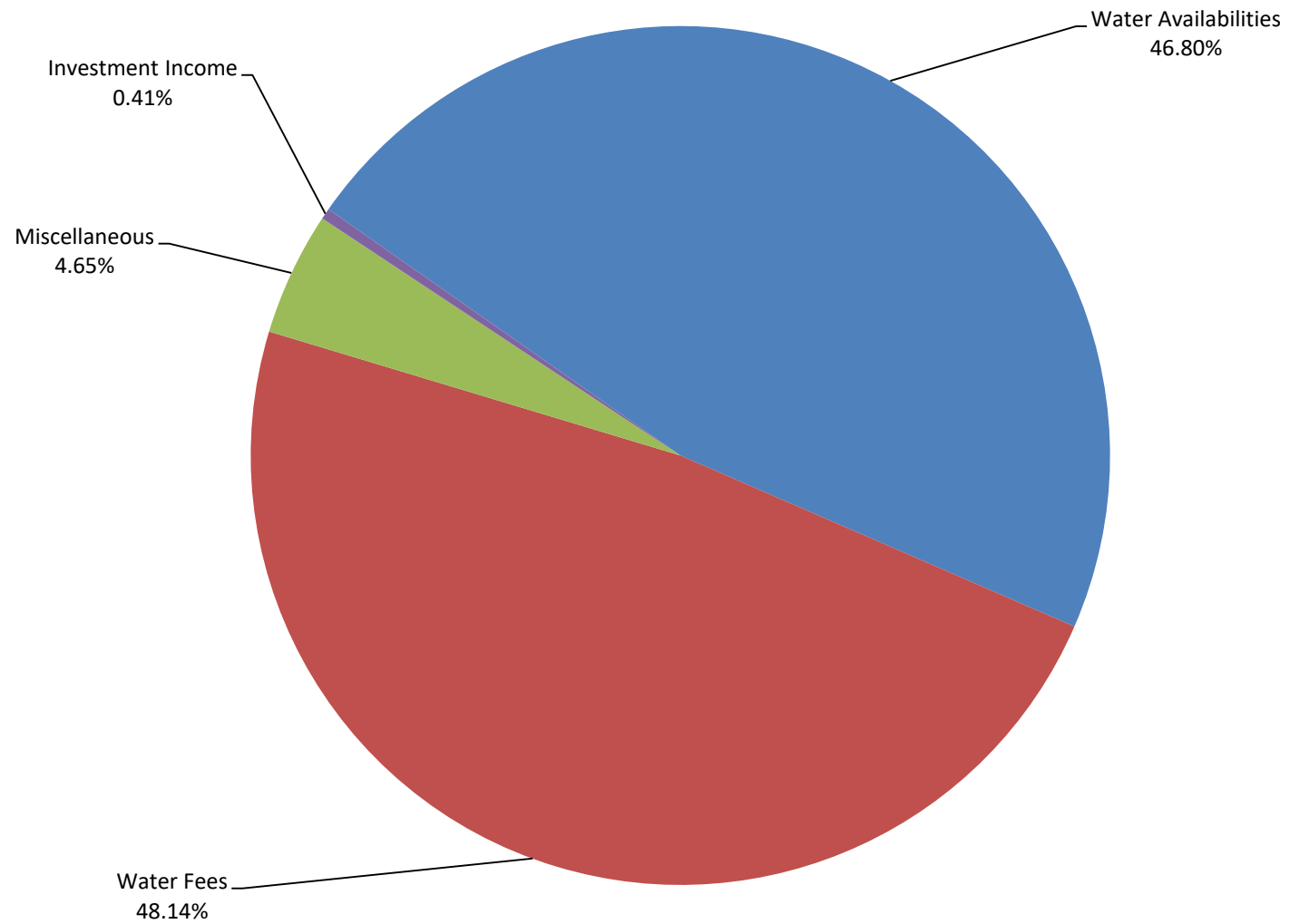
**WATER  
FUND**

# **WATER FUND**

## Highlights

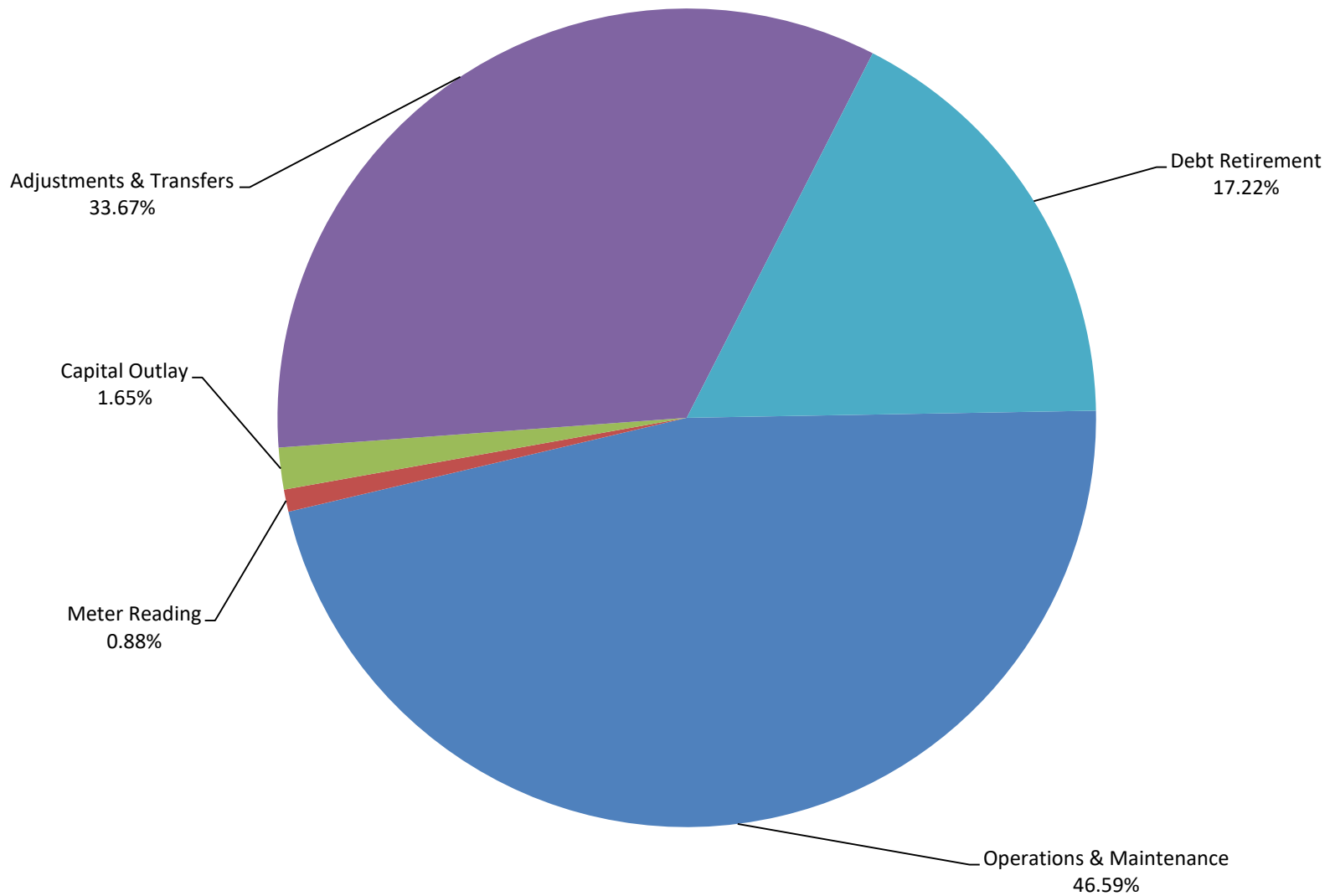
- Water Fund budget increased by \$191,744 over the adopted FY 2017 budget due to increase in availability revenue
- 7% proposed rate increase in water user fees to continue plan for loss of availability revenue in FY 2021
- No new or expanded positions
- 3.0% Indexed Pay Increase with bonuses for role model employees
- Virginia Retirement System (VRS) rate for FY 2018 remained the same
- The Local Choice Health Insurance Program rates for FY18 increased by 14%
- Charge Back cost of \$601,775 to reimburse General Fund for personnel costs directly attributable to Water Fund activities conducted by General Fund employees
- Capital Improvement Program includes 1 project with FY 2018 budget of \$609,280
- Projected contingency/surplus of \$981,911 due to collection of one time availability fees with funds being placed in reserves

## Water Fund Revenues





## Water Fund Expenditures



# WASTEWATER FUND

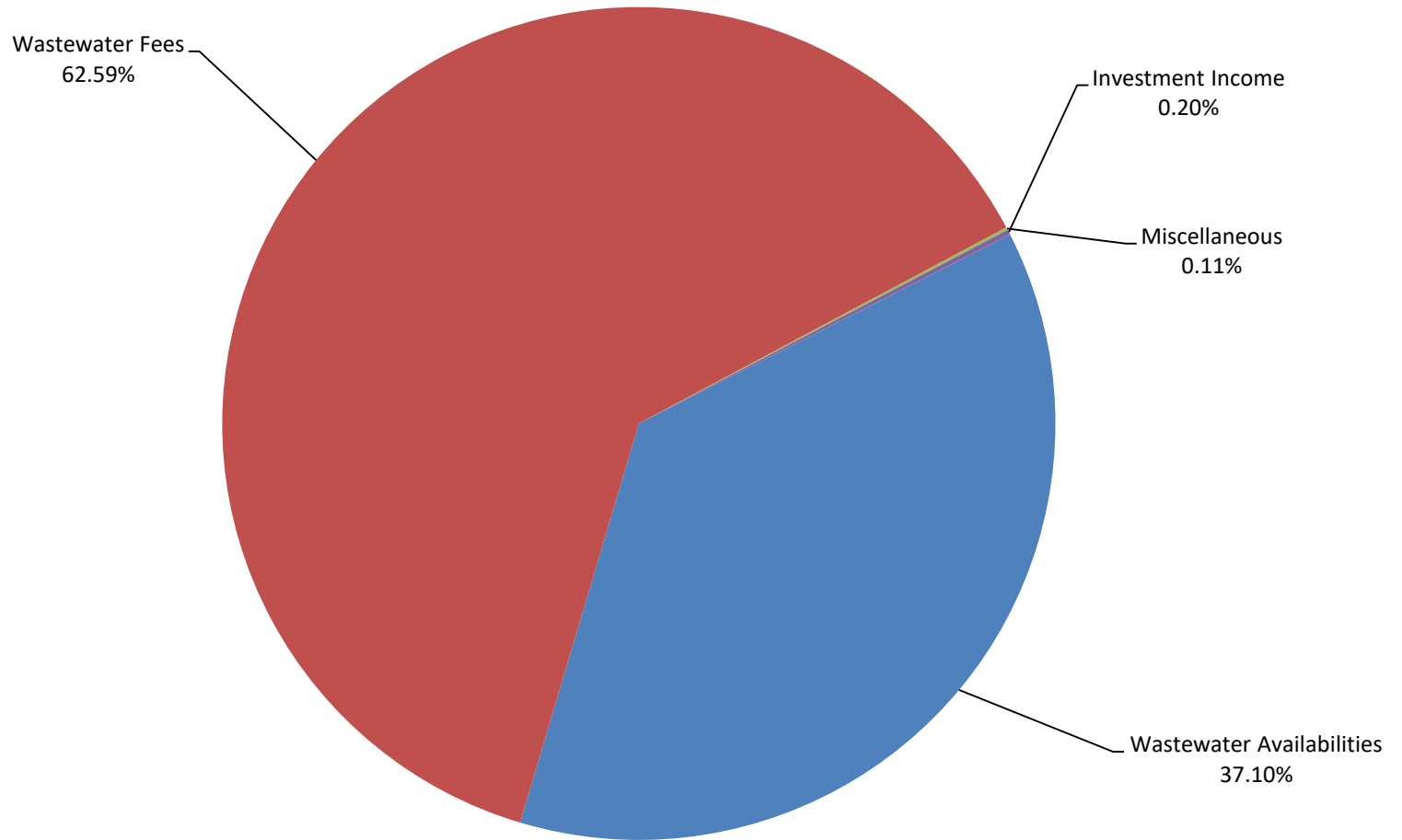


# WASTEWATER FUND

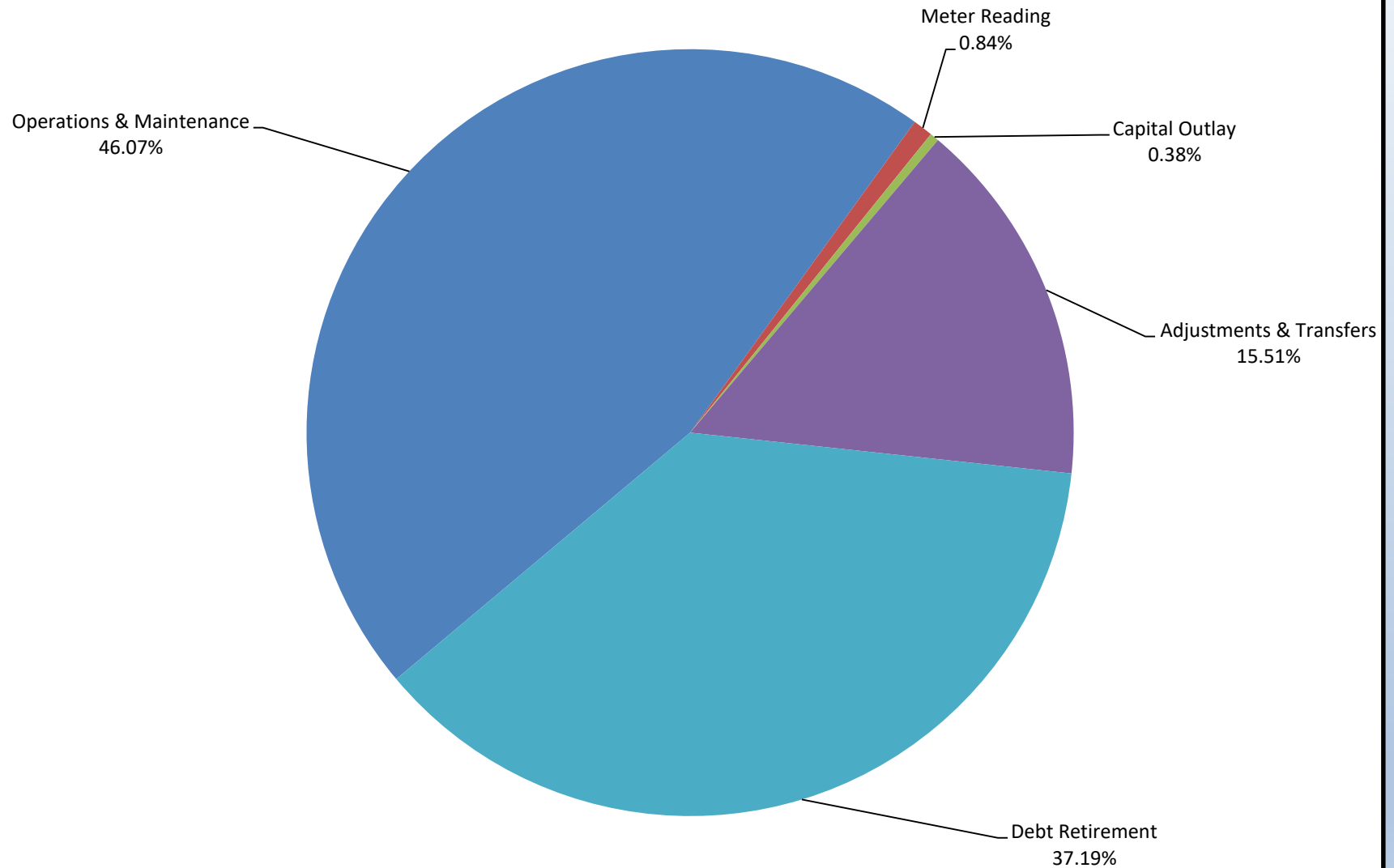
## Highlights

- Wastewater Fund budget increased by \$479,016 over the adopted FY 2017 budget due to increase in availability revenue
- 7% proposed rate increase in wastewater user fees to continue plan for loss of availability revenue in FY 2021
- No new or expanded positions
- 3.0% Indexed Pay Increase with bonuses for role model employees
- Virginia Retirement System (VRS) rate for FY 2018 remained the same
- The Local Choice Health Insurance Program rates for FY18 increased by 14%
- Charge Back cost of \$601,775 to reimburse General Fund for personnel costs directly attributable to Water Fund activities conducted by General Fund employees
- Capital Improvement Program includes 1 project with FY 2018 budget of \$160,000
- Projected contingency/surplus of \$607,732 due to collection of one time availability fees with funds being placed in reserves

## Wastewater Fund Revenues



## Wastewater Fund Expenditures



# OPPORTUNITIES:

- ✓ Dedicated, energetic and creative Town Council to explore options for better government
- ✓ Experienced Volunteers on Committees, Commissions and Boards
- ✓ Diverse Revenue Stream for General Fund
- ✓ Strong and expanding Commercial Base
- ✓ Award Winning and Dependable Services
- ✓ Relatively New Capital Facilities in all 4 Departments
- ✓ Safe and Attractive Community to Live or Operate a Business

# CHALLENGES:

- Finding additional ways to finance government operations outside of traditional taxes and fees through “green box” initiatives
- Debt service and balloon payments
- Community nearing buildout and restricted new economic/business expansion left in Town limits
- Challenges of running a full-service government at our current size and economy of scale
- Need to sell remaining capacity in our utility plants and find funding to address future unfunded mandates

# CHALLENGES:

- Balancing true cost of providing resources (staffing/equipment) to address our programs and services
- Look at options of how to minimize the impact of ascending utility rates on our larger corporate and business users
- Identify alternatives that allow us to structurally balance our utility operations to address current needs and future capital cost with the phase out of the stream of availability fees in the future
- Encourage and help guide the compatible redevelopment of our older business and commercial property in Town



# ITEMS TO ADDRESS:

- Charge Back Formula
- Alternatives to current ascending (multi-tier) Water Rate Structure
- “Green Box” Initiatives for Non-Traditional Tax Revenue
- Review of Projects/Programs to make sure they align with Town Council’s Strategic Priorities

# A Step Back in Time - 1954 -

## BUDGET

for the TOWN OF PURCELLVILLE, VA. showing approximate receipts and expenditures for year ending August 31, 1953 and proposed budget for same for the year ending August 31, 1954.

### RECEIPTS

|                                  | 1952-1953         | Estimated<br>1953-1954 |
|----------------------------------|-------------------|------------------------|
| Taxes Penalty and Interest ..... | \$18,162.80       | \$18,000.00            |
| Water Rents .....                | 16,420.98         | 14,000.00              |
| Sewerage Rents .....             | 6,561.47          | 5,500.00               |
| Licenses .....                   | 5,473.71          | 5,400.00               |
| Water Connections .....          | 581.10            | 300.00                 |
| Fines .....                      | 886.85            | 800.00                 |
| Sewerage Connections .....       | 1,024.45          | 900.00                 |
| Bank Stock Tax .....             | 3,432.90          | 3,500.00               |
| A.B.C. Profits .....             | 3,060.69          | 3,000.00               |
| Tractor Rental .....             | 16.00             |                        |
| Meter Income .....               | 2,000.96          | 1,700.00               |
| Miscellaneous .....              | 1,106.58          |                        |
| Rolling Stock Tax .....          | 4.43              | 4.00                   |
|                                  | <hr/> \$58,732.92 | <hr/> \$53,104.00      |

### DISBURSEMENTS

|                                     |           |           |
|-------------------------------------|-----------|-----------|
| Mayor and Council .....             | \$ 501.28 | \$ 420.00 |
| Treasurer: Office .....             | 3,671.70  | 3,060.00  |
| Police .....                        | 7,085.63  | 7,000.00  |
| Street Maintenance .....            | 12,628.21 | 9,000.00  |
| Water Maintenance .....             | 3,475.10  | 3,000.00  |
| Trash Removal .....                 | 1,562.49  | 1,200.00  |
| Shop Supplies .....                 | 88.59     | 75.00     |
| Tractor Maintenance .....           | 113.74    | 100.00    |
| Truck Maintenance .....             | 623.22    | 500.00    |
| Recorder .....                      | 82.50     | 75.00     |
| Electric Service .....              | 1,960.47  | 1,600.00  |
| Cap't Outlay .....                  | 1,716.46  | 5,000.00  |
| Miscellaneous .....                 | 959.10    | 1,683.00  |
| Library .....                       |           | 500.00    |
| Water Bonds and Sewerage .....      | 12,772.63 | 13,050.00 |
| Insurance .....                     | 485.12    | 475.00    |
| Fire Protection .....               | 1,000.00  | 1,000.00  |
| Legal and Professional .....        | 3,000.00  |           |
| Tax .....                           | 217.67    | 200.00    |
| Education .....                     | 1,144.30  | 1,166.00  |
| Sewerage Maintenance .....          | 4,238.67  | 4,000.00  |
| Fines Payable (Mayor & J. P.) ..... | 152.00    |           |

\$57,478.88      \$53,104.00

Margaret E. Edmondson, Treasurer



The estimated 1953-1954 budget is for the period beginning September 1, 1953 and ending June 30, 1954, ten months. This conforms with the Charter which specifies the fiscal year of the Town is from July 1st to July 1st rather than from September 1st to September 1st as in the past.

**WATER RATES**, \$2.00 minimum for first 5000 gallons per month; 30¢ per 1000 additional for next 15,000 gal., 20¢ per 1000 for next 80,000 gal., 15¢ per 1000 for next 1,500,000 gal., 30¢ per 1000 all over 1,500,000.

**SEWERAGE RATES** same as water rates for sewerage users.

#### TAX RATES

Proposed for  
1953-54

Real and tangible property ..... \$1.50 on \$100.00  
Shares of Bank Stock ..... .80 on \$100.00

#### LICENSE RATES PROPOSED FOR 1953-54

|  |          |
|--|----------|
| Skating Rink .....                               | \$ 25.00 |
| Auctioneers .....                                | 10.00    |
| Dry Cleaners .....                               | 10.00    |
| Dry Cleaners (Non-Resident) .....                | 50.00    |
| Laundry .....                                    | 10.00    |
| Laundry (Non-Resident) .....                     | 50.00    |
| Telephone Companies .....                        | 25.00    |
| Dances—Plus cost of Extra Police .....           | 5.00     |
| Itinerant Venders and Peddlers—per day .....     | 10.00    |
| Merchant—  |          |
| On first \$1,000.00 .....                        | 10.00    |
| On second \$1,000.00 .....                       | 10.00    |
| On each \$100.00 thereafter .....                | .13      |
| Real Estate Agent .....                          | 10.00    |
| Tobacco Dealers .....                            | 5.00     |
| Undertaker .....                                 | 10.00    |
| Restaurant .....                                 | 25.00    |
| Moving Pictures .....                            | 25.00    |
| Circus or Traveling Show                         |          |
| Minimum per day, plus cost of extra police ..... | 15.00    |
| Attorney At Law .....                            | 15.00    |
| Doctors  |          |
| Under 5 years' practice .....                    | 15.00    |
| Over 5 years' practice .....                     | 25.00    |

|  |                                  |
|--|----------------------------------|
| Autos for Hire (per auto)  | 25.00                            |
| Resident .....   | 25.00                            |
| Non-Resident .....   | 75.00                            |
| Trucks for Hire (per truck) .....  | 6.50                             |
| Plumbers, tinnerns, electricians, repairmen, contractors,<br>painters, excavators, builders. |                                  |
| On \$5,000 .....   | 5.00                             |
| On \$5,000 to \$10,000 .....   | 10.00                            |
| On \$10,000 to \$20,000 .....  | 15.00                            |
| On \$20,000 to \$50,000 .....  | 20.00                            |
| On \$50,000 to \$100,000 .....   | 50.00                            |
| On \$100,000 to \$150,000 .....  | 100.00                           |
| On \$150,000 and over .....  | 150.00                           |
| Slot Machines  |                                  |
| Chewing gum, etc. ....   | 10.00                            |
| Agricultural products .....  | 3.00                             |
| Shoestrung and weighing .....  | 2.00                             |
| Music machine .....  | 5.00                             |
| Pin ball machines, per machine .....   | 10.00                            |
| Soft Drink Fountain .....  | 5.00                             |
| Bakery and Ice Cream Delivery Trucks .....   | 10.00                            |
| Barber, 1 chair .....  | 5.00                             |
| Each additional chair .....  | 1.00                             |
| Pool and Billiard Room   |                                  |
| First table .....  | 50.00                            |
| Each additional table .....  | 15.00                            |
| On and Off Premises sale, Beer and Wine .....  | 10.00                            |
| Off premises sale, Beer and Wine .....   | 10.00                            |
| Blacksmith .....   | 5.00                             |
| Cream Station .....  | 10.00                            |
| Beauty and Hair Dressing Parlor .....  | 10.00                            |
| Printing Business .....  | 5.00                             |
| Ice Dealer .....   | 10.00                            |
| Photographer .....   | 5.00                             |
| Watch Repairer .....   | 2.50                             |
| Shoemaker or Shoe Repairer .....   | 5.00                             |
| Carnivals .....  | \$25 per day or \$75.00 per week |

Before the 10th day of September, 1953, the mayor and council of the Town of Purcellville met for the purpose of preparing and considering the local budget for the said town. Therefore on the 8th day of September, the fore-going estimate and tax rates were tentatively approved subject to final approval at the meeting to be held in the office of the Town Council October 13, 1953, at 8 p.m. The recorder of the Town of Purcellville was directed to publish the fore-going statement of the budget and the tax rate and notice of the hearing as required by law, in the Blue Ridge Herald at least thirty (30) days prior to the date set for the hearing.

Robert Grubb, recorder

# UPCOMING MEETINGS:

- Tuesday, March 28 at 7:00 pm, Town Council Meeting
- Thursday, March 30 at 7:00 pm, Budget Work Session
- Tuesday, April 4 at 7:00 pm, Budget Work Session
- Tuesday, April 11 at 7:00 pm Town Council Meeting
  - ❖ Town Council to Adopt Real Estate Tax Rate, Personal Property Tax Rate and PPTRA
- Wednesday, April 19 at 7:00 pm, Budget Work Session
- Tuesday, April 25 at 7:00 pm, Town Council Meeting
  - ❖ Public Hearing on FY 2018 Budget & Other Taxes/Fees
- Tuesday, May 9 at 7:00 pm, Town Council Meeting
  - ❖ Public Hearing on Year End Budget Amendment (if needed)
  - ❖ Town Council to Adopt FY 2018 Operating Budget, Adoption/Appropriation Resolution, Master Tax & Fee Summary and Utility Rates